

Event Details

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000011752	Sell	RFx	1
Event Round	Version		
1	1		
Event Name	SWC 569 - Commissary Items; Food and Personal Care		
Start Time	Finish Time		
02/02/2021 16:30:00 CST	02/19/2021 10:00:00 CST		

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Joshua Polk

Contact:
Phone:
Email: Joshua.Polk@tn.gov

Event Description

This Event is an Invitation to Bid for SWC 569 - Commissary Items; Food and Personal Care. The contract term will be for three (3) years with two (2) one year optional renewals. This contract begins on August 15, 2021.

Please read through all documents including Terms and Conditions, Bid Sheet, and other relevant documents. Note that at least one Catalog for Food or Personal Care is required for this solicitation. Suppliers can provide a Catalog for both Food and Personal Care if the supplier carries those types of items.

Agency Contact: Josh Polk; (615) 360 - 4460; Joshua.Polk@tn.gov

READ THE ENTIRE BID, including the Event Details, Specifications, Terms and Conditions, Bid Factors and any other attachments.

If the Review and bid on this event link included in the e-mail notification does not work, please go to https://sso.edison.tn.gov/psp/paprd/SUPPLIER/SUPPLIER/PP/h/?tab=PAPP_GUEST

Log in with your vendor ID and password in order to search bid opportunities.

NOTE: Need help with EDISON? Call the Edison HELP Desk at 866-376-0104 or 615-741-4357

General Questions

Question	UOM	Best	Worst	Response
Please complete the attached form, included with the Terms and Conditions document, and attach all pertinent documentation regarding your company's efforts to achieve diversity business participation. This information must be submitted with the bid document and monthly thereafter until a reasonable level of diversity business participation is achieved. Confirm below that you have completed this attached form by choosing, "Yes."				<input type="text"/>

Required: Yes Mandatory ResponseNo

Response Comments

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 NASHVILLE TN 37243
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 Joshua Polk

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Question	UOM	Best	Worst	Response
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I (we) agree to strictly abide by all the statutes and terms contained in the rules of the Department of General Services, Central Procurement Office, which are by reference made a part hereof, in addition to the special terms, conditions and specifications embodied in the invitation to bid.

IMPORTANT: By Selecting YES, the bidder certifies compliance with the above and further certifies that this bid is made without collusion or fraud.

Yes

Required: Yes Mandatory Response:Yes

Response Comments

The purpose of this Invitation to Bid is to establish a source or sources of supply for all Tennessee State Agencies and Authorized Users.

Tennessee State Agencies refers to the various departments, institutions, boards, commissions, and agencies of the executive branch of government of the State of Tennessee with exceptions as addressed in Tenn. Comp. R. & Regs. 0690-03-01-.01. The Contractor shall provide all goods or services and deliverables as required by this Contract to all Tennessee State Agencies.

Authorized Users are those entities that are authorized to purchase off of Statewide Contracts and include the following:

- a) all Tennessee State governmental entities (this includes the legislative branch; judicial branch; and, commissions and boards of the State outside of the executive branch of government);
- b) Tennessee local governmental agencies;
- c) the board of trustees of the University of Tennessee system, the Tennessee board of regents system, or the State university boards;
- d) any private nonprofit institution of higher education chartered in Tennessee; and,
- e) any corporation which is exempted from taxation under 26 U.S.C. Section 501(c)(3), as amended, and which contracts with the Department of Mental Health and Substance Abuse Services or the Department of Intellectual and Developmental Disabilities to provide services to the public (Tenn. Code Ann. § 33-2-1001).

Any contracts awarded from this Invitation to Bid shall be made available to Authorized Users in addition to Tennessee State Agencies, unless a letter is attached to this Invitation to Bid, requesting that the contract is only available for use by Tennessee State Agencies.

NOTE: To request that any resulting contract be available only to Tennessee State Agencies, enter No

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and attach an exemption request letter addressed to the Central Procurement Office.

Required: Yes Mandatory ResponseNo

Response Comments

Please list the following information regarding your company's contract administrator.

List the Contract Administrator's Name

List the Contract Administrator's Address

List the Contract Administrator's Phone Number

List the Contract Administrator's Toll Free Phone Number

List the Contract Administrator's Pager or Cell Number

List the Contract Administrator's Email Address

List the Contract Administrator's Website

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms:

Vendor Contract Administrator

The bidder shall list their company's Contract Administrator. The Contract Administrator shall be the contact person for all questions regarding the contract. Note: The bidder can attach a list of alternate personnel to contact to the bid.

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Question	UOM	Best	Worst	Response
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The bidder shall indicate whether or not they plan to sub-contract:

No: The bidder does not anticipate using a sub-contractor at this time and agrees to submit a request to subcontract during the contract period prior to using a subcontractor.

Yes: The bidder shall list the subcontractor(s). Attach list of additional subcontractors to the bid, including the following for each subcontractor.

List the Sub-Contractor's Name
 List the Sub-Contractor's Address
 List the Sub-Contractor's Contact Person
 List the Sub-Contractor's Phone Number

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms:

Subcontracting

The Contractor shall not assign this Contract or enter into a subcontract for any of the goods or services provided under this Contract without obtaining the prior written approval of the Central Procurement Office. Notwithstanding any use of approved subcontractors, the Contractor shall be the prime contractor and shall be responsible for all work provided.

How many days after receipt of purchase order will it take to deliver item(s)?

0

Required: Yes Mandatory ResponseNo

Response Comments

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Question	UOM	Best	Worst	Response
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List the return goods policy:

Required: Yes Mandatory ResponseNo

Response Comments

Bidder shall enter Catalog Title and Effective Date of Catalog Bid.

Required: Yes Mandatory ResponseNo

Response Comments

The Respondent affirms the following statement, as required by the Iran Divestment Act Tenn. Code Ann. § 12-12-111: "By submission of this response, each Respondent and each person signing on behalf of any Respondent certifies, and in the case of a joint response each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each Respondent is not on the list created pursuant to Tenn. Code Ann. § 12-12-106." For reference purposes, the list is currently available online at:
<https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-/public-information-library.html>

Required: Yes Mandatory ResponseNo

Response Comments

Please answer yes or no to the following. If YES, describe using additional pages and attach to the Response including any relevant details:

(a) is the Respondent presently debarred, suspended, proposed for debarment, or voluntarily excluded from covered transactions by any federal or state department or agency;

(b) has the Respondent within the past three (3) years, been convicted of, or had a civil judgment rendered against the contracting party from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records,

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Joshua Polk

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making false statements, or receiving stolen property;

(c) is the Respondent presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed above; and

(d) has the Respondent within a three (3) year period preceding the contract had one or more public transactions (federal, state, or local) terminated for cause or default.

Required: Yes Mandatory ResponseNo

Response Comments

If the respondent is not registered with the Secretary of State's Office, it will be given seven (7) business days to become registered or the bid will be rejected.

Please provide Secretary of State issued ID Number

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms:

Prior to award and during the contract period, a corporation must be registered and be in good standing with the Secretary of State's Office. The following is the contract information for the Secretary of State's Office: State of Tennessee, Department of StateAttn Business Filings and Information312 Rosa L Parks Ave 6th Floor, WRS Tennessee TowerNashville TN 37243-1102Email: TNSOS.CORPINFO@tn.govWebsite: <https://sos.tn.gov/business-services/business-entity-filings>Bid event respondents will be granted seven (7) business days from the date of bid submission to register with the Secretary of State or bid response will be rejected.

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Question	UOM	Best	Worst	Response
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Enter the amount and location of your inventory in the space provided below.

List the Average Inventory's Dollar Amount
Describe the Type of Products in the Inventory
List the Location of the Inventory

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms:

Inventory

Bidders must have or have available for their own use an inventory of products or supplies sufficient to make shipment within the time stated for delivery. Enter the amount and location of your inventory in the space provided below.

Please ensure your bid sheet and catalog(s) are attached in the appropriate places in the event.

Required: No Mandatory ResponseNo

Response Comments

Event Details (cont.)

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Contact: Joshua Polk
Phone:
Email: Joshua.Polk@tn.gov

Line Details

Line: 1 **Item ID:** **Line Qty:** 1.00 **UOM:** Each
Required: Yes **Reserve Price:** No

Bid Qty:

Description: Dummy Line: Please complete and upload the SWC Bid Sheet spreadsheet to provide pricing.

Question	UOM	Best	Worst	Response
What is the unit price of this item?				<input type="text"/>

Required: Yes **Mandatory Response:** No

Response Comments

Event Details (cont.)

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United States
Joshua Polk

Contact:
Phone:
Email: Joshua.Polk@tn.gov

Bidder Information

Firm Name:		
Name:	Signature:	Date:
Phone #:	Fax #:	
Street Address:		
City & State:	Zip Code:	
Email:		

Event Details (cont.)

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1	1		
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Event Currency: US Dollar
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Contact:
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Appendix A - Line Specifications

Line: 1 Item ID: Line Qty: 1 UOM: Each

Description: Dummy Line: Please complete and upload the SWC Bid Sheet spreadsheet to provide pricing.

Item Specifications

Manufacturer:

Mfg Item ID:

Item Length: 0

Item Width: 0

Item Volume: 0

Item Weight: 0

Item Size:

Item Height: 0

Dimension UOM:

Volume UOM:

Weight UOM:

Item Color:

Shipping Information

Schedule: 1

Quantity: 1

Due Date: 02/17/2021

Freight Terms:

Ship Via:

Ship To:

Event Details (cont.)

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Appendix B - Terms & Conditions

1. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.
2. Should any data change in the future, the Supplier agrees to immediately submit the correct information electronically through the State's Supplier Portal.

If the information will be submitted in writing please mail to the following address:

Department of Finance and Administration
312 Rosa L. Parks Ave.
21st Floor Tennessee Tower
ATTN: Supplier Maintenance
Nashville, TN 37243

3. No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, creed, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the Contractor. The Contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.

Last Updated: 08/30/2016